

**DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY**

Transportation Supervising Rail Officer
Bureau of Public Transportation

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on a current examination list
Location: New Haven, CT
Job Posting No: 31739
Hours: 8:00 am to 4:30 pm
Salary: FE 28 - \$78,383 to \$106,972 annual
Closing Date: August 31, 2012

Eligibility Requirement: Candidates must have applied for and passed the Transportation Supervising Rail Officer examination and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

PREFERRED REQUIREMENTS: Prefer understanding and knowledge of railroad rolling stock equipment utilized in providing commuter rail service, rules and regulations pertaining to rolling stock equipment as set by the Federal Railroad Administration.

EXAMPLES OF DUTIES: Schedules, assigns, oversees and reviews the work of staff; provides staff training and assistance; conducts performance evaluations; determines priorities and plans section work; establishes and maintains section procedures; develops or makes recommendations on the development of policies and standards; acts as liaison with other operating units, agencies and outside officials regarding unit policies and procedures; prepares reports and correspondence; develops findings and makes recommendations based on completed staff work; provides final review for accuracy and conformance with policy, procedures and standards; supervises the development and/or implementation of comprehensive programs, projects, and activities for rail transportation involving operations, equipment, construction, maintenance, engineering, capital projects, administration or finance relating to rail activities; develops and coordinates the preparation of various documents which may include technical reports, train operation schedules, service contracts, service and non-service related agreements including leases, licenses and easements, equipment procurement, maintenance, service cycles and specifications, construction schedules, project contracts, force account agreements, construction methods, design functions, project budgets, material specifications, audit schedules, financial contracts, budgets and analyses, grant applications, quarterly reports and other administrative instruments; oversees interpretation and coordination of contracts, agreements and/or Federal Railway Regulations and Connecticut Statutes to railroads and local, regional, State and Federal agencies; supervises preparation of materials for legislative, informational and public hearings; makes presentations; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of the principles and practices of railroad functions in one or more of the following specialized areas: operations, rail equipment, construction, maintenance, engineering and capital products, finance or administration; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to analyze complex rail problems and recommend solutions; considerable ability to plan, organize and supervise projects and reports; considerable ability to plan and organize budgets; considerable ability to understand, analyze and interpret agreements, rules, laws and regulations; supervisory ability.

EXPERIENCE AND TRAINING: General Experience: Eight (8) years of experience in a professional or technical capacity in a railroad or railroad-related organization.

Special Experience: Two (2) years of the General Experience must include responsibility for planning and execution of large complex rail transportation programs and/or projects.

Substitution Allowed: College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment by August 31, 2012 to:

**Department of Transportation
Ms. Tracey Bacote
Administrative Assistant
Office of Rail
Connecticut Department of Transportation
50 Union Avenue, 4th floor
West, New Haven, CT 06519
Fax: 203-497-3394
Email: Tracy.Bacote@ct.gov**

State employees must include copies of their last two (2) service ratings.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.